

**Village of Holmen  
Public Works Committee  
April 6, 2017**

Chairman Rich Anderson called the Public Works Committee meeting to order at 6:30 PM on Thursday, April 6, 2017. Members present: Ebner, Jorstad and Anderson. Also present: Village Administrator Heinig, Director of Public Works Dean Olson and Pat McKnight.

Motion by Ebner, second by Jorstad to approve the minutes of the March 2, 2017 meeting –carried unanimously.

**Public Comment** - None

**Director's Monthly Report**

**Sanitary Sewer Department**

The WWTP continues to operate well. We anticipate sludge spreading in the next couple of weeks. The design for the new WWTP is underway, with staff meeting with the design firm to review components of the system. We are still participating in the Flushable Wipes litigation. The Preservation Protocol will continue until June 5th.

**Water Department**

Second quarter bills have been processed and sent to customers. The inspection from last year indicated cracks in Reservoir #4 that have been reviewed by an engineer versed in tank design of this type, and he determined there are no serious issues with the reservoir. This reservoir is scheduled for draining and inspection in 2018 and a more detailed evaluation will be done at that time. We are scheduled to flush hydrants, starting on April 18<sup>th</sup>.

**Street Department**

We plan to perform sidewalk inspections, beginning in April. We have received an increased number of requests from people to remove boulevard trees. The homeowner is responsible for this work, but needs Village permission to remove the trees. We will be doing the inspection and providing the homeowner with the permit to remove the tree, along with a copy of the revised tree list and a permit to plant trees in the boulevard. Street sweeping is approximately 60% completed. The Holmen Drive Project is scheduled to commence on April 10<sup>th</sup>. A resident of Deerwood Estates has requested a review of the speed limit on CTH D, adjacent to the subdivision. DPW Olson will do some preliminary topographic work to determine if adequate sight distance is available.

**Storm Water Department**

We are chipping next week. The packet of information includes a copy of our Storm Water Report that is submitted to the DNR.

**Other**

The third phase of the Cole Addition is nearing completion. Utilities are done and street grading anticipated in the next week. There has been no work on the Evergreen Addition since utilities were completed last winter. The developer is looking at the possibility of modifying the approved street section to reduce the asphalt thickness. Grading of the Festival site is underway. We have begun the review process on Forest View Estates.

## **Action Items**

Recommendation to Village Board – Approval of Hale Drive Lift Station Notice of Award – This project is currently out for bid, with the bid opening scheduled for April 13th. To be able to take action at the Board meeting, the committee can either wait and take action with the board's consent, or recommend approval, pending recommendation of the successful low bidder. Motion by Ebner, second by Anderson to recommend the results be presented at the Board meeting for consideration at that time – carried unanimously.

Recommendation to Village Board – Approval of Modifications to the Street Signs – The Committee has expressed concern regarding the new street signs, after they were installed. Staff ordered one set of 9" high signs and erected that set at the intersection of Main Street and Linden Drive so Committee members could evaluate whether to change to a 9" high sign. Motion by Jorstad, second by Ebner, to recommend changing to all 9" high signs – carried unanimously.

## **Adjourn**

Motion by Ebner, seconded by Jorstad to adjourn at 7:30 PM - Motion carried unanimously.

Dean K. Olson  
Director of Public Works